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### **Dear Colleagues**

At our regional meetings late last year, one agenda item always receiving a hearty ovation was the announcement about the probability of another year without a competitive RFP. It's now official – we have heard from the Office of Vocational and Adult Education that states may deem 2007-08 a grant renewal year, and KYAE has elected to do so.

What does this mean for local programs? As in the past few years, you will be asked to complete budget and personnel worksheets and other paperwork required for contracting. As discussed in regional meetings and my previous columns, KYAE is currently examining many policy issues – enrollment goals, the performance and accountability policy, family literacy and professional development, among many other issues. Depending on decisions in these areas, it is also possible that programs will be required to submit a new "Scope of Work" as part of the grant renewal process.

Staff workgroups are continuing their intense discussions on these important policy issues, and we're starting to plan focus groups for provider input on various options under consideration. I truly believe our end product will be much better with contributions from the field and other partners, so I strongly encourage you if contacted to be a part of a policy focus group.

I also want to let you know that KYAE has ordered "incentive banners" for the 84 counties achieving incentive funding in the 2005-06 year. Congratulations to each of you for achieving this level of performance. Banners are due to be shipped on February 16.

One final bit of news – the proposed 2007-08 federal budget includes level adult education funding. This proposal is due in part to a federal evaluation process that rated adult education nationally as "effective," the highest rating a federal program can achieve. Congratulations to Kentucky adult educators who helped achieve this important federal rating. Read more about this process in a following article.

As always, I am sincerely grateful for the work you do every day to make a difference in the lives of fellow Kentuckians.

*Carol Hindman Hawkes*

## 2007-08 funding

KYAE has received inquiries regarding funding and salary increments for 2007-08. As you know, funding is provided to local programs through a formula that allocates funds fairly and equitably across the Commonwealth. In the 2006 session of the General Assembly, legislators appropriated a \$1 million increase in adult education funding for 2006-07 and a \$2 million increase for 2007-08.

All salaries, salary increments and other expenditures must be made within the parameters of county budgets. KYAE contracts with diverse fiscal agents and honors the respective salary schedules of these providers selected through a competitive grant process. This strategy has worked well due to the variance of salary increments occurring annually from different types of fiscal agents – local boards of education, KCTCS, community-based organizations and county governments. Over the years, KYAE has received positive feedback for not imposing a different salary schedule that may cause inequities to salaries adopted locally by the fiscal agents that employ adult educators.

As announced previously, adult educators are reminded that updated county literacy data will potentially demonstrate a change in counties' target population (the percentage of Kentuckians at the two lowest levels of literacy). Applying the funding formula to updated county literacy and census data may result in changes to base funding for the 2007-08 fiscal year. In December 2005, the [National Assessment of Adult Literacy](#) and the [State Assessment of Adult Literacy for Kentucky](#) were released. KYAE has been assured that county-level data will be available soon, and KYAE plans to use the updated literacy and census data in the funding formula for 2007-08.

## OMB rates adult education 'effective'

Office of Vocational and Adult Education (OVAE) Assistant Secretary Troy R. Justesen announced that the adult education state grant program was rated "effective," the highest rating a federal program can achieve, by the Office of Management and Budget (OMB). OMB uses a Program Assessment Rating Tool (PART) to look at factors reflecting program performance. OMB recently used PART to re-evaluate the adult education state grant program. The program moved from its 2002 rating of "results not demonstrated" to "effective" in 2007 because it significantly improved performance measurement and outcomes. Programs rated "effective" must set ambitious goals, achieve results, be managed well and improve efficiency. OMB uses the ratings to help develop funding levels for the federal budget, and Congress uses them in analyzing programs' return on investment for funding levels each year.

Praise from OMB includes these kudos from PART. Adult education:

- Recruits, retains and assists eight times as many people from its target population – at a lower cost – than all other related federal programs combined.
- Is achieving performance goals for high school completion, postsecondary education or training and job retention.
- Is managed well through new quality standards, common assessment tools and improved comparability of grantee performance data.
- Requires participants to advance the equivalent of two or more grade levels for a measurable learning gain, yet increased the percent of participants achieving learning gains consistently since FY 2000.
- Is investing in randomized controlled trials to find instructional strategies to enable learning gains in less than 12 months.

To see more praise for adult education, [click here](#).

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## Council releases accountability report

The Council on Postsecondary Education recently released its annual Accountability Report to inform policymakers and the public of the systemwide and institutional progress made in advancing the goals of the Public Agenda for adult and postsecondary education. Kentucky made progress on 12 of 19 statewide indicators, specifically related to postsecondary preparation, degree and credential production, college-going rate of GED graduates, learning and economic and community development.

Among those indicators on which Kentucky is losing ground was GED attainment, which fell from 9,757 in 2004-05 to 9,007 in 2005-06. (See [January News to Use](#), Dear Colleagues column.) The report also shows attending college in Kentucky remains affordable but rising tuition costs over the last several years are cause for concern, particularly for low income families and working adults.

A [summary](#) (KYAE indicators on pp. 3, 6 and 11) and [the full report](#) (KYAE, pp. 10, 12, 13, 18, 26, 47, 48, 86-7, 89-92) are available on the Council Web site.

### Annual audits to begin

KYAE's 2007 county adult education program audits will begin soon in 30 counties. Three counties will have follow-up audits, while the other 27 counties will have comprehensive audits. The Commonwealth's Auditor of Public Accounts office is conducting the audits. Programs being audited will be notified by letter.

As a result of provider input and feedback from the KYAE Advisory Committee, KYAE has taken steps to improve the audit process. KYAE staff members have met with the audit staff and will conduct a training to help auditors understand the adult education program and KYAE requirements and expectations.

### Scholarships and financial aid

GED graduates may earn the merit-based Kentucky Educational Excellence Scholarship (KEES), funded by Kentucky Lottery revenue, based on their ACT score. Information about KEES is online at the [Kentucky Higher Education Assistance Authority Web site](#).

The [Robert C. Byrd Honors Scholarship](#) is up to \$1,500 per year for four years and is available to GED graduates. Students must be nominated by their adult education provider. To apply, students must set up a Zip Access account on [www.kheaa.com](http://www.kheaa.com) and an adult education provider must complete the application online.

Kentucky's need-based programs include the College Access Program (CAP) Grant and Kentucky Tuition Grant (KTG). CAP grants may be used at all public colleges, most private colleges and many private technical schools in Kentucky. KTG awards may be used at most private Kentucky colleges.

KEES, Byrd, CAP and KTG are all administered by KHEAA.



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KHEAA also administers the Teacher Scholarship, Osteopathic Medicine Scholarship and Early Childhood Development Scholarship. Students apply online for these scholarships through Zip Access at [www.kheaa.com](http://www.kheaa.com).

To learn how to plan and prepare for higher education, students may visit [www.GoHigherKY.org](http://www.GoHigherKY.org). For more information about Kentucky scholarships and grants, visit [www.kheaa.com](http://www.kheaa.com) or call (800) 928-8926, extension 7381.

For information about low-cost student loans, visit [www.studentloanpeople.com](http://www.studentloanpeople.com) or call (888) 678-4625.

## Adult education in the news

The Washington County Adult Education program was featured in a recent issue of the Springfield-Washington County Economic Development Authority's (SWEDA) newsletter. The article promoted workforce services available through the adult education center, including the KYAE SkillMobile. SWEDA Executive Director Hal B. Goode said, "It's amazing what they have to offer, and I encourage local businesses and industries to take a look at this wonderful opportunity."

The workforce services team of the Jefferson County Adult Education program was recently highlighted in Adult Learning Quarterly, a KET publication distributed nationwide to adult educators. [Read the article online.](#)

## Kentucky has a "Brain Gain"



The vast majority of people earning degrees at Kentucky's public colleges and universities stay in Kentucky after graduation, according to a recently released Council on Postsecondary Education study. The study shows 95 percent of resident graduates from public colleges and universities stay in Kentucky, a 12 percent increase from a similar study in 2000.

"Not only are more Kentuckians choosing to earn degrees, but they are also choosing to remain in the Commonwealth," said Tom Layzell, Council on Postsecondary Education president. "Keeping our graduates in the state to live and work is critical for Kentucky to reach its 2020 educational attainment goals."

Read the full report at [Brain Gain Retaining Kentucky Graduates](#).

## OPT answer sheets

Official Practice Test (OPT) scores may be shared between adult education centers at the request of a student, but the actual marked OPT answer sheet should not be released to the student. Releasing a marked OPT answer sheet to anyone, including the student, is a security breach. Questions can be directed to Dr. B.J. Helton, Kentucky's GED administrator, at (502) 573-5114, ext. 102, or [BJ.Helton@ky.gov](mailto:BJ.Helton@ky.gov).

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## GED online calendar

To identify where the GED test is offered in Kentucky and how to schedule for the test, check out the enhanced [GED Test calendar on the KYAE Web site](#).

The calendar provides the dates, times and scheduling information for public GED testing in Kentucky. You can find information by test date or by location.

To find information by test date, click the link in the upper right hand corner for a master calendar. The GED test is being administered somewhere in Kentucky six days a week for 50 weeks of the year. Click a test site on the desired date to link to information about how to schedule for that test.

To find information about testing at a specific location, click the test site information menu on the right. The test center information pages identify the person and number to call to register for a test, the test times and the tests offered on specific dates.

## GED accommodations

At regional meetings late last year, providers inquired about the process for obtaining GED testing accommodations for students with disabilities. The process is fully outlined in the [GED Handbook](#), pp. 17-22. To receive accommodations, students must submit a request form with documentation from a licensed diagnostician and receive approval from the state GED administrator. An examiner may not provide accommodated testing without prior approval from the state GED office. Some modifications to standard testing, such as providing a large print version of the test, are permitted without a formal accommodation request. A list of modifications that can be provided without prior approval is included in the handbook, p. 22. The examiner must be notified prior to testing if a modification/adaptation is going to be used.

Due to the GED Testing Service process for accommodations, Dr. B.J. Helton, Kentucky's GED administrator, advises providers to begin the formal accommodations application process well ahead of GED testing. Beginning this process early will allow the student to test without lengthy delays.

Accommodation request forms are available online in the [GED Handbook](#), Appendix L or [GED Accommodation Forms](#).

## GED math preparation aides

The GED Testing Services (GEDTS) has added two eight-minute video clips on its Web site to help students prepare for the GED math test. Links are below. Copies of VHS and CD-ROM versions of these instructional videos are available by request from [david\\_messersmith@ace.nche.edu](mailto:david_messersmith@ace.nche.edu).

[Using the Calculator](#)  
[Mathematics Alternate Format Questions](#)





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## FAQs

KYAE recently received the following questions from providers. Please remember to read the Frequently Asked Questions available on the KYAE [Web site](#). Click on Educators and then Frequently Asked Questions. If you have issues you'd like to have considered for inclusion in the FAQs, e-mail [Janet.Hoover@ky.gov](mailto:Janet.Hoover@ky.gov).

### **Q: Can I enroll a student based on the Spanish TABE?**

A: No. The Spanish TABE is not an approved assessment for placement into an educational functioning level. KYAE services must be provided in the English language. See the [KYAE Policy and Procedure Manual](#), p. 4 for information about services and pp. 12-16 for the list of approved assessments.

### **Q: Can both parents enroll in family literacy with one child?**

A: Yes. If both parents are participating in adult education and the other components of family literacy, both students may be enrolled with one child.

## **Sources of alternative funding**

Alternative funding can be a tremendous help to adult education programs, so the KYAE Advisory Committee requested a list of alternative funding sources. Through *News to Use*, KYAE asked adult educators to share information about funding sources that help supplement KYAE grants. KYAE thanks adult educators who reported receiving grants from the organizations listed below.

- Local Workforce Investment Boards
- Community banks
- [Dollar General](#) (Click on link for application information – deadline is March 2.)
- [Wal-Mart](#), click on “Community” and “Community Grants”
- Local United Way
- [Kentucky Colonels](#)
- [ProLiteracy National Book Scholarship Fund](#)
- Local jails
- Unions

If you identify other sources, please e-mail [Benita Wilhoite](#) so KYAE can share this information with the field.

## **KET provides new learning opportunity**

KYAE and KET have partnered to provide adult educators with a new student resource. The partnership allows a student to be enrolled at a KYAE adult education center and receive KET's GED Connection study materials. More information about the process and the registration form are available on the KYAE [Forms page](#) and in the [January 2007 News to Use](#).

Sharon Jackson of KET will provide adult educators with information on hours of instruction to count toward daily student attendance for students using the workbooks and watching GED Connection instructional programs at home. E-mail [s.jackson@morehead-st.edu](mailto:s.jackson@morehead-st.edu).

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## Please allow us to introduce...

"Please allow us to introduce..." is a monthly feature spotlighting KYAE staff members to help adult educators become more familiar with KYAE staff. This issue features Billy Crabtree, Martha Fightmaster and Reecie Stagnolia.

### **Billy Crabtree**

Billy Crabtree, an 11-year KYAE staff member, has recently taken on duties as the program support associate working with Region 2 counties.

Adult educators advocate lifelong learning, and Billy has demonstrated this philosophy in his life. He has an associate's degree in police science and training and development, a bachelor's in occupational education/criminal justice, a master's in religion and a seminary doctoral degree in theology.

His background experience includes occupations in law enforcement, civil engineering and the clergy. He also has experience in human resources management and education and training program management in support services, health care, distribution, recreation, education, law enforcement and civil engineering.

Billy says adult education is important because of its potential for "helping people improve their quality of life – from learning to read to transitioning to the workforce and/or to postsecondary education. We are the first stop for better education and better employment opportunities."

Billy and his wife have two children and two grandchildren. They own WindWalker Farm where they raise registered miniature horses and have a commercial South African goat operation.

Fun fact: Billy enjoys horseback riding, boating, farming and growing old with "my beautiful wife, Vickie."

### **Martha Fightmaster**

An eight-year employee of KYAE, Martha Fightmaster is the program support associate for Region 5.

She has a bachelor's degree in psychology and master's in vocational rehabilitation from the University of Kentucky, plus post-graduate work in adult education and evaluation and assessment.

Adult education is important to the Commonwealth of Kentucky, Martha says, because "education equals the potential for a better life for an individual, a family, community, region and state." Over the past few years, Martha says, "I have seen workers' improve their skills in many other areas of their lives as a result of workforce training."

Fun fact: Martha enjoys her role as the mother of one daughter and grandmother of two. She's a birdwatcher who just joined the Audubon Society and is adding to her list of rare birds sighted.

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### **Reecie Stagnolia**

As KYAE's associate vice president, Reecie Stagnolia provides support to the vice president and leadership in administrative areas, including contract and agreements, budget, finance, policy development and legislative issues.

Reecie has been part of the adult education team for 14 years and has served in several capacities. He is a graduate of the University of Kentucky with a degree in business administration.

Reecie's great passion for adult education comes from personal experience. "I've seen firsthand the impact of obtaining a GED, transitioning to postsecondary education, becoming successful in the workplace and impacting a local community for many years," he said. "That describes my father. What we do every day is so important because it ripples on many lives for years to come."

Reecie lives in Lexington with his wife, Kathi, 14-year old son, Matthew, and 11-year old daughter, Kaitlyn. He spends his free time volunteering as president of the local Babe Ruth baseball league and as an elder in his church.

Fun fact: The Stagnolia Family also includes Zoe, a 2-year-old bichon frise; Cinnamon, a guinea pig; Madison, a gerbil; and Orkin and Raid, Madagascar hissing cockroaches.

### **Johnston becomes Council CIO**

Stuart Johnston, KYAE's director of system support since October 2003, assumed duties as the Council on Postsecondary Education's chief information officer on February 1. Please join the KYAE staff in wishing Stuart well in his new position, which will allow him to continue working with KYAE technology projects and needs. His adult education colleagues will miss his day-to-day involvement and look forward to working with him in his new capacity.

### **Free newspapers for classroom use**

Free *Lexington Herald-Leader* newspapers for use as a teaching tool in Central and Eastern Kentucky counties are available by going to [www.nieconnects.com](http://www.nieconnects.com) and clicking on ORDER. Only Internet orders will be processed by the *Herald-Leader*.

### **Valuable links**

The Carsey Institute at the University of New Hampshire has released a report on new immigrants in rural counties. "[New Immigrant Settlements in Rural America](#)" suggests that rural immigrants are more likely to be Hispanic, married and less well educated than their urban counterparts.

Do you know Kentucky's state drink (it's not bourbon!), state silverware pattern or state fruit? Find the answers to these questions and much more information about Kentucky history, symbols and government at the [Kentucky Department of Libraries and Archives Web site](#).

The Center for Adult English Language Acquisition (CAELA) has provided a brief on [Promoting Success of Multilevel ESL Classes](#).